



**North Central Regional Transit District
Board Meeting
Friday, November 5, 2010**

1. CALL TO ORDER:

A regular monthly meeting of the North Central Regional Transit District Board was called to order on the above date by Chair Rosemary Romero at 1:00 p.m. at the New Mexico Municipal League, 1229 Paseo de Peralta, Santa Fé, NM 87501.

a. Pledge of Allegiance

b. Moment of Silence

c. Roll Call

Roll call indicated the presence of a quorum as follows:

Members Present:

City of Santa Fé	Councilor Rosemary Romero, Chair, Mr. Jon Bulthuis
City of Española	Councilor Robert J. Seeds, Vice Chair
Los Alamos County	Councilor Michael Wismer, Mr. Tony Mortillaro
Pojoaque Pueblo	Mr. Tim Vigil [telephonically]
Santa Clara Pueblo	Ms. Mary Lou Quintana [telephonically]
Rio Arriba County	Commissioner Elias Coríz, Mr. Tomás Campos [telephonically]
Santa Fé County	Commissioner Liz Stefanics, Ms. Penny Ellis-Green [telephonically]
San Ildefonso Pueblo	Raymond Martínez [telephonically]
Taos County	Commissioner Dan Barrone, Mr. Jacob Caldwell

Members Absent

Ohkay Owingeh	Ms. Kateri Keevama [excused]
Tesuque Pueblo	

Staff Members Present

Ms. Josette Lucero, Executive Director
Mr. Jack Valencia, Transit Project Manager

Ms. Cynthia Halfar, Executive Assistant
Ms. Christina Cordova, Marketing Manager
Ms. Linda Trujillo, Service Development Manager
Mr. Peter Dwyer, Counsel for NCRTD

Others Present

Mr. Andrew Jandáček, Santa Fé County
Mr. Greg White, NMDOT
Ms. Jean Carothers, Los Alamos County.

d. Introductions

Those present introduced themselves.

e. Approval of Agenda

Chair Romero asked to move the employee appreciation to the top of the discussion items.

Councilor Seeds moved to approve the agenda as amended. Commissioner Stefanics seconded the motion and it passed by unanimous voice vote.

f. Approval of Board Meeting Minutes, August 20, 2010 and October 15, 2010

Commissioner Stefanics moved to approve the minutes of the August 20, 2010 regular meeting as presented. Ms. Quintana seconded the motion and it passed by unanimous voice vote.

Commissioner Stefanics moved to approve the minutes of the October 15, 2010 special meeting. Councilor Wismer seconded the motion and it passed by majority voice vote. Councilor Seeds abstained from voting.

g. Public Comments Regarding Transportation Items or Issues

There were no public comments.

Councilor Seeds talked about a bicyclist in Española whose bicycle came off the bus. He wondered about the liability when the rider hung the bicycle themselves. He suggested looking at that policy.

Mr. Bulthuis said Santa Fé Trails had the same policy as NCRTD.

Mr. Mortillaro said Los Alamos had the same policy.

Councilor Seeds said in this case no one was hurt but they needed to check on it.

Chair Romero felt that was a management issue.

Councilor Seeds had a constituent who said his bike was damaged and NCRTD was responsible for it.

Commissioner Stefanics asked that someone to investigate the insurance regarding this and report back at the next meeting.

Mr. Valencia said a meeting was scheduled for next Tuesday with the insurance carrier and agreed to ask him about it. He proposed they seek a rider for that on their policy or file a claim on the insurance.

Chair Romero cautioned changing the policy for one individual and didn't want to deviate from what others were doing. This constituent could ask for whatever to staff.

2. PRESENTATION ITEMS:

A. In Memory of Jim West: Board Remarks, Remembrances and Moment of Silence

Ms. Cordova presented a slide show about Jim West and his involvement with NCRTD.

Ms. Lucero said he died on November 17, 2009. She had been in touch with his sister. He wasn't in favor of naming the building after him.

Councilor Wismer knew Jim West was very proud of this organization and its accomplishments. His effort was not only to start it but to sell it in Los Alamos.

B. NCRTD Annual Report

Ms. Cordova handed out annual reports for those who were not at the meeting in Los Alamos. She reviewed some of the highlights. The biggest accomplishment was the purchase of the Jim West Transit Center in Española and the story about it in the National Transportation Newsletter. There were many responses from other states. She included photos along the routes, the Christmas luncheon last year and others.

D. Update on Jim West Transit Center

Ms. Lucero reported. The rebidding took place and they had the same low bidder as last time. The next one was \$100,000 more. She asked that the Board go into closed session to deal with it.

Executive Session

Commissioner Stefanics moved to go into executive session pursuant to NMSA 1978 § 10-15-1.H(7) to discuss pending or threatened litigation. Councilor Wismer seconded the motion and it passed by unanimous roll call vote with the City of Española, Los Alamos County, Rio Arriba County, Pojoaque Pueblo, San Ildefonso Pueblo, Santa Clara Pueblo, City of Santa Fé and Santa Fé

County voting in favor and none voting against.

The Board went into closed session at 1:35 p.m.

During the executive session, Commissioner Dan Barrone and Mr. Jacob Caldwell arrived.

The Board reconvened at 2:30 p.m.

Commissioner Stefanics moved to return to open session. Councilor Wismer seconded the motion and it passed by unanimous roll call vote with the City of Española, Los Alamos County, Rio Arriba County, Pojoaque Pueblo, San Ildefonso Pueblo, Santa Clara Pueblo, City of Santa Fé, Santa Fé County and Taos County voting in the affirmative and none voting against.

Chair Romero announced to the public that during the executive session no actions were taken and the only matters discussed were concerning pending or threatened litigation.

Resolution 2010-10 for award of bid for Construction of the Jim West Transit Center.

Commissioner Stefanics moved to table this decision until talking further with staff about the need for the building. Councilor Wismer seconded the motion and it passed by majority voice vote with all voting in favor except Councilor Seeds who voted against. There were no abstentions.

Chair Romero said the matter would be considered at the December 3 meeting.

Mr. Valencia shared the schedule for letting a contract.

Councilor Seeds asked if they might call a special meeting before December 3rd because the project was already way behind schedule.

Chair Romero thought they might be able to if enough information became available. She promised to take that into consideration.

Commissioner Stefanics requested that if a special meeting was called that staff determine beforehand that a quorum would be there and cancel the meeting before that day if a quorum was unavailable.

3. ACTION ITEMS FOR APPROVAL/DISCUSSION

E. NCRTD Marketing/Advertising Policy

Ms. Lucero explained that before Ms. Cordova put advertising on the buses, the Board needed to approve a policy.

Ms. Cordova reported on her research and reviewed the proposed policy with the Board. She shared examples of what might be put on the buses if approved.

Chair Romero asked if she was looking for direction on amendments or changes.

Commissioner Stefanics asked for clarification of a “trade out.”

Ms. Cordova said it would basically be an exchange of advertising.

Mr. Vigil requested clarification on item #4 - “non-permissible for gaming and gambling” and wanted a distinction made between gaming and resort. Buffalo Thunder had separate areas for each.

Chair Romero said then Buffalo Thunder could advertise the resort but not the casino.

Mr. Vigil thanked her for the clarification.

Councilor Seeds congratulated Ms. Cordova for her work but hated to see the look of the buses compromised by banners. He thought the Española area had lots of billboards for that.

Ms. Cordova said it would not be taking away the branding and would help generate money for the program. This was just to have a policy in place for advertising of any kind. They had solicited from DOT to help promote anti-DWI, etc. She shared some of the print publicity they would use.

Councilor Seeds said he didn’t have a problem with making money from it.

Chair Romero asked Mr. Bulthuis if this policy was different or contrary to the policy for Santa Fé Trails.

Mr. Bulthuis said the only difference was that Santa Fé Trails didn’t restrict gambling casinos.

Ms. Cordova noted there were multiple casinos on their routes. She was open to any changes the Board wanted.

Mr. Bulthuis said the only other difference was that his board was uncomfortable with trade outs.

Commissioner Stefanics moved to approve the policy pending a review by the Board in six months. Commissioner Barrone seconded the motion.

Mr. Campos mentioned the city ordinance in Española would require approval by the city council.

Ms. Cordova agreed and she might need to research the other ordinances.

Commissioner Stefanics amended her motion to comply with state, county and municipal ordinances. Commissioner Barrone agreed and the motion passed by majority voice vote with all voting in favor except Councilor Seeds who voted against.

Councilor Seeds felt it should not have trade outs and should have accounting of all money spent and received for advertising.

G. Resolution 2010-06: To Implement New Fares for Pojoaque Students

Ms. Lucero explained that this resolution was tabled and was still outstanding. Several discussions took

place and informally it was decided not to charge the fares.

Commissioner Stefanics asked if at this time on other demand response there was no charge except for the Pojoaque students. Ms. Lucero agreed.

Commissioner Stefanics asked if it would start it at the beginning of next semester or next fall.

Ms. Lucero said the charge started for the fall semester. The RPA wanted to charge \$3 instead of the present \$1. The RPA had a \$40,000 cap and the Board asked her to find money in the budget to continue it the rest of the year.

Chair Romero asked if it was only a dollar for this year. Ms. Lucero agreed.

Ms. Trujillo said they were currently paying the minimum fare for demand response that was in effect. The fare was charged at the beginning of school at the end of August. So this was for next year.

Commissioner Barrone asked how it would be collected.

Ms. Lucero said it would use a fare box on those vehicles.

Councilor Seeds thought it was unfair to charge this more than the others.

Ms. Lucero said this resolution was for the current year so the Board should deny this resolution.

Councilor Wismer moved to disapprove this resolution. Councilor Seeds seconded the motion and it passed by unanimous voice vote.

H. Analysis of Assessing Fares

Ms. Lucero said there had been plenty of discussion and they had a resolution in place to charge no fares. It was discussed at the Finance Committee and brought forward a recommendation to continue no fares into 2011.

Ms. Trujillo handed out the summary from the analysis. She also had some copies of quotes from riders. She briefly reviewed the estimates for fare boxes and costs for administering the accounting of fares.

Mr. Campos moved to approve the recommendation for no fares in 2011. Councilor Wismer seconded the motion.

Commissioner Stefanics thought there were other ways to collect fares. This seemed limited to cash fare buses. There were swipe cards used and bus passes. She wondered if this was limiting them to only cash fares.

Ms. Trujillo said she also looked into that. Swipe cards and passes could be sold and incorporated but they couldn't get completely away from a cash system. The FHTA recommended that drivers never handle

cash. It would cost about \$12,000 for installing swipe cards.

Ms. Lucero clarified that the Committee recommended no fares for next year (in the resolution).

Mr. Campos said his motion was to approve Resolution 2010-09

Chair Romero said they needed to close out item I first.

Mr. Campos withdrew his motion.

Commissioner Stefanics asked if any action was needed for item H.

Chair Romero said no action was needed.

I. Resolution 2010-09: Continue of Resolution 2008-17 To Eliminate Fares for all Fixed Routes

Mr. Campos moved to approve Resolution 2010-09 Councilor Wismer seconded the motion and it passed by majority voice vote with all voting in favor except Commissioner Stefanics who voted against.

J. NCRTD Conflict of Interest Disclosure Form

Chair Romero said she worked on this disclosure form with Mark Basham. It was a standard form on disclosure.

Councilor Wismer asked if it needed Board approval. Chair Romero agreed.

Commissioner Stefanics asked on the first page of the application why public or private membership of organizations was relevant to a conflict of interest.

Mr. Dwyer clarified it was just needed if you were a board member of multiple organizations where there might be a conflict of interest. It had a limited application.

Councilor Wismer shared the same concern. Answering the questions would cover it but he questioned the need for this list.

Mr. Dwyer thought it probably would not matter for memberships but might for board memberships.

Councilor Wismer asked how that differed from what the form was asking.

Chair Romero asked if keeping everything else but leaving that list from the first page off the form would cover what they needed.

Chair Romero moved to approve the conflict of interest form as amended, deleting the list on the first page. Councilor Wismer seconded the motion and it passed by unanimous voice vote.

4. DISCUSSION ITEMS

C. Employee Appreciation: On the Road to Success Slide Show

Ms. Cordova showed this earlier in the meeting.

K. Tribal Subcommittee Report

Chair Romero invited Mr. Vigil to report on the meeting.

Mr. Vigil said they met on October 19th and he asked Mr. Valencia to give the highlights.

Mr. Valencia said they were working on having shelters on pueblo lands and continue working with pueblos on outstanding grants.

Mr. Vigil said regarding item 5 that at the previous meetings of the Santa Fé RPA he was given direction to meet with Santa Fé County Manager Katherine Miller and Ms. Lucero on things to do for them to construct the Service Plan.

L. Finance/Regional Coordination & Consolidation Subcommittee Report

Ms. Lucero reported that they discussed the budget and financing strategies on October 15th and put them on the agenda for November 19th. That was their priority right now along with the building. They revisited the budget and found nothing to change. They came up with 8 budget options to be presented on that date.

They also agreed to reconvene November 30th to discuss the regional vs. local issue. They were almost finished with that. She thanked Mr. Caldwell for his input on it.

Chair Romero said that task force had Mr. Caldwell, Mr. Mortillaro, Mr. Vigil Mr. Bulthuis, Councilor Seeds, Chair Romero with Mr. Mortillaro chairing. She asked them to reconsider the November 30th date because she would be out of state during that time. Mr. Bulthuis would be there. If not possible, they could stick with that date.

M. Executive Report for October 2010

Ms. Lucero called attention to the monthly report that was in the packet.

N. NCRTD Ridership Report for September 2010

Chair Romero noted the report was sent out and showed a good increase.

Ms. Lucero said September was the highest so far.

O. Budget & Expenditure Report

The Budget Report was in the packet for October 31, 2010 and compared expenses and income to date with the operating budget. It revealed that GRT revenues were higher than projected but caution would be exercised because the tourist months were over.

Commissioner Stefanics said they could have problems with revenues if the feds changed their minds.

Ms. Lucero noted that they had no failures in the past and the federal money was an award.

Chair Romero asked staff to keep an eye on the vehicles costs. Ms. Lucero agreed.

5. MATTERS FROM THE BOARD

There were no matters from the Board.

6. NEXT BOARD MEETING: Friday, December 3, 2010 at 1:00 p.m.

Taos County volunteered to host the December Board meeting.

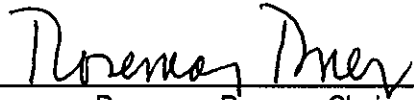
7. MISCELLANEOUS MATTERS

There were no miscellaneous matters.

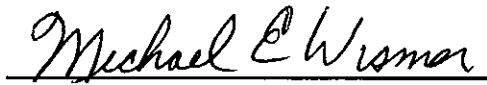
8. ADJOURNMENT

Having completed the agenda and with no further business to come before the Board the meeting was adjourned at 3:55 p.m.

Approved by:


Rosemary Romero, Chair

Attest:


Michael Wismer, Secretary

Submitted by:

